



Statement of Work

Title: On Call Meteorological and Climatological Support for Public Safety and Resource Protection (PSRP)

Revision Number: 0

Date: December 7, 2016

Statement of Work for *On Call Meteorological and Climatological Support of Public Safety and Resource Protection (PRSP)*

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1.0 INTRODUCTION / BACKGROUND

Mission Support Alliance, LLC (MSA) Meteorological and Climatological Program is in need of a Subcontractor for an on call meteorologist for staffing support located at the Hanford Meteorological Stations at 622R on the Hanford Site.

MSA is a prime contractor to the Department of Energy (DOE). All work on this Statement of Work will be performed in support of the MSA contract with DOE.

The Subcontractor is required to provide staff augmentation support as set forth herein:

2.0 OBJECTIVE

The Subcontractor shall provide on-site support to the MSC Meteorological and Climatological Program on a temporary, on call basis. The Subcontractor may be contacted and asked to fill shifts as needed, to fill in for staff during illness, vacations, training, or other needs, in order to keep the Hanford Meteorological Station staffed with a qualified meteorologist. Subcontract will be expected to work with minimal oversight and training to cover shifts ranging from a single, 10 hour shift to up to 8 consecutive 10 hour shifts. Swing shifts and overnight shifts may be required.

3.0 DESCRIPTION OF WORK – SPECIFIC

The on call Subcontractor, when assigned work shifts, will participate in Meteorological & Climatological Data and Data reporting for the Meteorological & Climatological Program. Activities may include, but not limited to, the following during on call shifts:

- Coordinate/communicate with other Hanford Site Contractors & Customers to ensure accurate and timely information.
- Assist in the development of quality assurance and control checks of incoming and outgoing data.
- Operate the Meteorological and Climatological Services computer and data network.
- Ensure that the comprehensive Climatological data records are maintained for applications, such as post-accident analysis, dose reconstruction, building design, and environmental impact Assessment during on call shifts.
- Support emergency response activities with up to date meteorological data and forecasts in the event of fires, or radiological or chemical release.
- Provide heat stress information to requesting Hanford Site contractors.



- Distribute meteorological information to site contractors in support of cleanup and operations (e.g., building demolition, reactor compartment transport, special construction projects, and tank vapor studies).
- Operate the Met Viewer data display system and Air Pollutant Graphical Environmental Modeling System (APGEMS) interactive transport and diffusion computer model.
- Analyze and interpret data from surface meteorological monitoring stations, satellites, radar, maps, and photographs to interpret atmospheric phenomena and predict long- and short-range weather conditions, using computer models and knowledge of climate theory, physics, and mathematics.
- Prepare and update daily forecasts, briefings and reports to meet the needs of Hanford Site managers, contractors, the public and other users.
- Operate computer graphic equipment to produce weather reports and maps for analysis, and distribution to users.
- Issue weather advisories and storm or other severe weather warnings.

4.0 QUALIFICATIONS

Minimum Qualifications

- Bachelor's degree in science, environmental, atmospheric science, meteorology, or related field
- At least 10 years of experience in the collection and analysis of meteorological and/or climatological data
- Ability to analyze and communicate technical information
- Skilled in the collection and analysis of meteorological and/or climatological data and preparation of short- and long-term weather forecasts
- Excellent oral and written communication skills
- Expertise in the use of computer data management tools
- Ability to work shifts alone with minimal oversight and site specific training

Desired Qualifications

- At least 10 years of experience with the Hanford Meteorological Station, equipment.

Subcontractor shall ensure that its personnel meet and maintain the appropriate training, qualifications, and certification requirements as applicable.



5.0 REQUIREMENTS

General

Subcontractor shall operate to MSA policies, procedures, and processes. MSA will supervise and direct the day to day work activities of the Subcontractor's personnel.

For any work performed on the Hanford Site or any MSA controlled facility, the provisions of the On-Site Services Special Provisions, will apply to Subcontractor personnel.

5.1 Engineering Requirements

None, however the Subcontractor may assist in tasks that require subject matter experts (SME). The Subcontract should always ask for clarification if needed.

5.2 Environmental, Safety, & Health Requirements

The Subcontractor shall perform work safely, in a manner that ensures adequate protection for employees, the public, and the environment, and shall be accountable for the safe performance of work. The Subcontractor shall comply with, and assist the Buyer in complying with environmental and safety requirements of all applicable laws, regulations and directives.

The Subcontractor shall exercise a degree of care commensurate with the work and the associated hazards. The Subcontractor shall ensure that management of environmental and safety functions and activities is an integral and visible part of the Subcontractor's work planning and execution processes. As a minimum, the Subcontractor shall:

- Thoroughly review the defined scope of work;
- Identify hazards and environmental and safety requirements;
- Analyze hazards and implement controls;
- Perform work within controls; and
- Provide feedback on adequacy of controls and continue to improve safety management.

The Subcontractor shall flow down all environmental and safety requirements to the lowest tier Subcontractor performing work on the Hanford site commensurate with the risk and complexity of the work.



5.3 Quality Assurance Requirements

Where applicable, the work activities for this statement of work shall be performed in accordance with any and all applicable MSA Quality Assurance Program standards.

5.4 Government Property

It is not anticipated that the Subcontractor will be assigned any Government-owned property.

6.0 PERSONNEL REQUIREMENTS

6.1 Training

A. Hanford site-specific general training requirements to safely perform this work will be designated by the Buyer's Technical Representative (BTR).

B. The following types of training qualifications are required:

- Hanford General Education Training (HGET)/MSA General Education Training (MGET) is required.
- Other site specific training may be required as determined during performance of this scope of work.

6.2 Security and Badging Requirements

A. For any on site work, see Special Provisions – On-Site Services for details.

B. The Subcontractor shall wear a Buyer-issued security badge identifying themselves. A minimum of two working days advance notice is needed for site badging.

C. Subcontractor employees will be required to submit to vehicle searches and not personally carry or transport certain prohibited articles.

6.3 Work Location/Potential Access Requirements:

Work location will be at the Hanford Meteorological Station, located in building 622R on the Hanford Site.



6.4 Site Access and Work Hours

Hanford personnel at the Hanford Site work a standard 4/10 schedule. The standard work week consist of ten (10) hours of work between 6:00 am and 4:30 pm, with one-half hour designated as an unpaid period for lunch, Monday through Thursday.

The Hanford Meteorological and Climatological Staff work a variable shift schedule including evenings, nights, weekends, and holidays. The Subcontractor may be requested to work variable shifts to include evenings, nights, weekends, and holidays to accommodate scheduling needs. As this position is on call, MSA will work with the Subcontractor to ensure shifts are arranged as far in advance as practicable.

7.0 MEETINGS, SUBMITTALS

Subcontractor shall participate in all meetings as required by the BTR.

8.0 SCHEDULE REQUIREMENTS

8.1 Schedule

Start date: TBD

Completion date: September 30, 2017 with 2 optional extensions to 9/30/18 and 5/24/19